

Western Regional Homeland Security Advisory Council
Meeting Minutes
May 19, 2009
9:30 a.m.
WMEMS, Northampton, MA

In attendance: Thomas Grady (BCSO); Bob Dean (FRCOG); Kelly Griffin (EOPSS); Bill Perlman (Muni Rep); Nancy Svirida (DLC); Linda Moriarty (WMEMS); John Newton (GPD); Dave Guilbault (GPD); Robert Moore (HMC); John Kenney (HCSO); David LaFond (HFD); Linda Gross (FRCOG); Russell Sienkiewicz (NPD); Steve Kozlowski (MPD); Phil Tarpey (SPD); Danielle Kahn (PVPC); Stephen O'Brien (LPD); Alan Zawistowski (PPD); Melissa Nazzaro (NPS); Sandra Martin (BCBOHA); Carmen Massimiano (Berkshire Sheriff); Eric Madison (FCAM); Melissa Adams (FRCOG); Ed Miga (MHA); Rick Andreano (EOPSS); Allen Stratton (Wilbraham); Susan Brown (FRCOG).

Meeting was brought to order at 9:38 a.m.

Introductions: Round the room introductions were made.

Minutes

-The draft meeting minutes from April 21st were reviewed.

<p>Motion: Carmen Massimiano moved to accept the minutes of the April 21, 2009 meeting. Bill Perlman seconded. Voted Unanimously</p>

Updates from the Chair

Linda Moriarty noted that Steve Daly of MAPC, single fiduciary for FFY08, had expressed his intentions to be at today's meeting. She will give him the floor when he arrives.

The Council has received a request from the Pittsfield Fire Department for a generator at the Pittsfield Senior Center to support the center's 24 hour shelter designation. The request is asking for approximately \$150,000. The Council had received a request for this generator in November of 2008 from the Senior Center. The request was denied at that time and a reply letter sent. Linda indicated that she intends to reply to Pittsfield in the same manner that the Council has responded to other recent shelter generator request, indicating that shelter surveys are ongoing and needs to be filled will be assessed at that time. She asked if there was any discussion. None was heard.

Linda informed the Council that several members' terms would be up at the end of June. Kelly Griffin has provided a spreadsheet indicating terms and also a memo from the Secretary regarding term limits. The Council reviewed the spreadsheet and term limit guidance.

Bob Moore, representative from the hospitals, term will expire June 30, 2009. Bob informed the Council that the hospitals will most likely be nominating Tom Lynch from Baystate Medical to take his place.

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Carmen Massimiano, Berkshire County Sheriff, term will expire June 30, 2009. His term may be renewed if he desires to continue to serve. Sheriff Massimiano indicated he would like to continue to serve.

Motion: Bill Perlman moved to approve Carmen Massimiano, Berkshire County Sheriff, to a second term on the Council. Sandra Martin second. Voted unanimously.

Bob Hassett, Emergency Management Director, Springfield, term expires June 30, 2009. His term may be renewed if he desires to continue to serve.

Motion: Bill Perlman moved to approve Bob Hassett, Emergency Management Director, Springfield, to a second term on the Council. Carmen Massimiano second. Voted unanimously.

Alan Zawistowski, Communications Information Systems Director, Pittsfield PD, will complete two full terms at the end of June. In order to continue to serve, if interested, he needs to submit a letter of petition to EOPSS, seeking to be allowed to be appointed to a third term. Alan indicated he would like to continue to serve.

Motion: Sandra Martin moved to support Alan Zawistowski's letter of petition to be reappointed to the Council. Carmen Massimiano seconded. Voted unanimously.

Russell Sienkiewicz, Northampton Police Chief, will complete two full terms at the end of June. In order to continue to serve, if interested, he needs to submit a letter of petition to EOPSS, seeking to be allowed to be appointed to a third term. Russ indicated he would like to continue to serve.

Motion: Sandra Martin moved to support Russell Sienkiewicz's letter of petition to be reappointed to the Council. Bob Moore seconded. Voted unanimously.

Stephen Burkott, Chicopee Fire Chief, will complete two full terms at the end of June. In order to continue to serve, if interested, he needs to submit a letter of petition to EOPSS, seeking to be allowed to be appointed to a third term. Steve was not in attendance to confirm his willingness to continue to serve. David LaFond indicated that in a last conversation with Steve, he seemed willing to continue to serve.

Motion: Sandra Martin moved to support Stephen Burkott's letter of petition to be reappointed to the Council. Carmen Massimiano seconded. Voted unanimously.

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Kelly will provide templates for petition letters and will assist Council members with submissions.

Updates from Disciplines

- FIRE: Eric Madison reported on the process of further exploration on the possible foam trailer purchases. He has been in contact with a vendor through the state bid list. The vendor is Fire Tech. The cost through this vendor would be over \$90,000 a trailer. This is quite a bit more than the just over \$76,000 per trailer that Southeast was able to obtain through its own bid process. Based on this research, Eric recommends that when the project is approved by EOPSS, that the Council seeks its own bids.

A question of whether or not other Councils or department are also seeking to purchase foam trailers was raised. Eric indicated that he asked that question of the FCAM, and other than the trailers already purchased by Southeast and Central, no one has indicated a plan to purchase foam trailers in the near future.

Eric and Sue will continue to explore purchasing options. Sue has submitted an amendment to EOPSS for the FFY07 CBRNE project justification, seeking the re-allocation of CBRNE funds to foam trailer purchase. Kelly indicated that this had been forwarded to DFS for review.

Linda Moriarty reported that DFS has approached the Councils seeking funds to purchase an EMS mobile Simlab to be used throughout the state. The other Councils received the request at an earlier date, she was just made aware of the request a little over a week ago. Linda participated in a conference call with the other Council Chairs and representatives and members of DFS, in which DFS provided a brief overview of the lab, its costs and ongoing use costs. The trailer will cost approximately \$400,000, and it will cost approximately \$300,000 to equip it. There will be a projected daily use fee of \$1,000 and the trailer will need to be moved by tractor trailer truck.

Linda stated that there, as of yet, hasn't appeared to be any communications with municipalities and departments regarding their willingness to spend approximately \$1,000 a day for trainings. It was noted that hospitals throughout the area currently provide the training that the lab would provide, and they provide it at no cost. It was also noted, that while for the department where the trailer was parked, there would not be any need to travel to a training site, for any other surrounding communities wishing to use the Simlab, travel would be required.

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DFS is in the process of further developing its proposal to present to the Councils. The Southeast has already approved \$400,000 in support of the project. Northeast and Central have not yet determined whether they will support it.

Motion: Bill Perlman moved that the Council not support the Department of Fire Services request for funds to support the purchase of the EMS mobile Simlab. Sandra Martin second. Discussion followed.

A question of whether or not a written proposal yet exists was raised. Linda indicated that she has not seen one. It was expressed that the Council should consider delaying a motion regarding the proposal until a written proposal has been received. There was a general discussion regarding the apparent redundancy of services and extraordinary cost that the proposal implies. The challenges of sustainability were also discussed. It was also noted that the Council has already submitted its plans for FFY08 CBRNE funds, so no funds were available for the project.

Motion: Bill Perlman moved to amend the original motion to include “Based on current information available” the Council does not support the Department of Fire Services request for funds to support the purchase of EMS mobile Simlab. Sandra Martin second. Voted unanimously.

- POLICE: Russ Sienkiewicz reported that the Statewide Law Enforcement Mobilization (SLEM) team is attending each regional police chiefs association meeting to present the proposed SLEM Plan (SLEMP). A single point of contact regarding the SLEMP has been appointed within the State Police, and it is anticipated that one will be appointed within each region.

It was questioned if sworn components of corrections were yet part of the plan. Not at this time. The plan is currently composed of sworn police personnel for mobilization from community to community. It was noted that when the SLEMP timeline was first proposed, it was included in the consultant timeline that the Sheriffs’ Offices would be contacted for input. Steve O’Brien serves on the team and will follow up on the question.

- CORRECTIONS: Tom Grady reported that the WMSIN is still rolling out to Hampshire and Franklin County, with system compatibilities being worked out.

He also reported that the CDC is going to be conducting site visits to the Chempack locations in each County and the Sheriff’s Offices are invited to participate in case the need arises to deploy them.

- HOSPITALS : Bob Moore reported and provided the Council with an overview of regional hospitals’ response to the Swine Flu outbreak. As expected, there was an increase in demand for N95 masks, but they were available. There was an unexpected shortage in surgical masks.

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Bob also reported on the challenges of Tamiflu supplies. The hospitals were satisfied with the communication they were receiving from DPH, but found that DPH was slow in including EMS in the communication loop.

The report generated a question regarding the Council's response and preparation. Is there something more the Council should be doing to help prepare the region for the potential flu increase in the fall? A suggestion was made to perhaps purchase more masks, but that the matter should be considered more closely before any recommendations are made. It was suggested that it may be useful if the Council provided a letter of feedback to DPH regarding regional response. Linda will work with Bob Moore and Sandra Martin to draft a summary.

- EMD: Bill Perlman reported. The conversation regarding regional incident management teams has again surface within the EMD Advisory Committee (EMDAC). No further developments or updates regarding the teams at this time. It was noted that through the EMPG, there are funds available to towns to help with CEMP plans.

PUBLIC HEALTH: Sandra Martin reported that Region 1 Public Health will be holding a planning meeting on Tuesday, June 2 at Northampton DPH. The region will be working on its five year exercise plan, amongst other things. It is an all day meeting; anyone interested in attending is invited. Sandra also noted that Tom Grady was honored at the Berkshire County EMS awards dinner for saving a life last year at Tanglewood.

- TRANSPORTATION: Representative not present.
- DPW: Ed Miga reported. The Mass Highway Association is supporting a mutual aid bill specific to public works departments. They are working to get it passed. Ed attended the EOPSS statewide Homeland Security conference. He was impressed with the work that Central has done regarding highways signs, cots, etc and would like to put together a proposal for the Western Council to consider. He also suggested that jersey barriers would be a useful item to have strategically located. The Council informed Ed that a project to purchase highway signs and light towers for each county has already been proposed and approved.

Ed also discussed that he has recommended to MHA that they appoint an alternate to serve in addition to his membership. He has recommended Bill Fuqua of Holyoke as a member. The MHA is also actively seeking a member to serve on the SIEC.

- COMMUNICATIONS: No update.
- MUNICIPALITIES: No update.
- MSP: Representative not present.

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- MEMA: Representative not present.

Subcommittee Updates

Training and Exercise: Tom Grady reported. The Training & Exercise subcommittee met prior to the full Council meeting to consider a request received from the Berkshire County Sheriff's Office for a tactical EMS training titled "Officer Down – Rescue for Law Enforcement." This training is being requested for the Berkshire County Special Response Team, however if space allows, it will be open to members from surrounding counties. The subcommittee recommended the support of this request for \$3,750.00 for a training in June.

<p>Motion: Tom Grady moved that \$3,750.00 from FFY06 Training and Exercise be awarded to the Berkshire County Sheriff's Office for "Officer Down- Rescue for Law Enforcement" training. Bill Perlman second. Voted unanimously.</p>

Tom provided an update on the gang training for hospital public safety and security, which began yesterday and will be finishing up today in Berkshire County. Over 70 participants are attending, including personnel from hospitals from the Berkshires to Lowell, EMS personnel, building inspectors and others. At the end of the first day, participants reported high satisfaction with the class and noted its applicability not only to understanding gang behavior, but also in relation to the effect of gang behavior upon victims of gang violence.

Linda Moriarty discussed the annual EMS conference to be held in August and their interest in holding a similar training for EMS personnel. Tom Grady, John Kenney and Phil Tarpey will meet to discuss developing a more localized training to be specific to gang behavior in Western Mass to provide at the conference.

Planning: No update

Public Awareness: No update

Interoperability: Russ Sienkiewicz reported. At the last Interoperability meeting, the committee re-examined its philosophy of supporting projects of regional impact, multiple discipline systems versus smaller localized projects. The committee determined to maintain the regional approach. He provided a brief overview of the discussions regarding the Mass Broadband Initiative.

The Statewide Interoperability Executive Committee has finalized its charter. It has been presented to the Council for approval. All of the regional Councils and the UASI must approve the charter for it to take effect. Melissa Nazzaro reviewed the charter. The disciplines represented on the SIEC were designated by executive order, so the SIEC was not able to change or add who can sit on the committee. To address expressed concerns of those who felt unrepresented,

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particularly EMS and DPW, the governance committee noted in its proposed charter specific groups within which EMS and DPW shall be represented.

A question was raised regarding the level of involvement of the Massachusetts Municipal Association. Melissa could not speak to their involvement, but will follow up and report back. Once the charter is approved, a recommended list of members, from the designated disciplines, for the SIEC will be sent to the Governor for appointment.

<p>Motion: Bill Perlman moved to approve the Statewide Interoperability Executive Committee Charter as presented. Carmen Massimiano second. Voted unanimously.</p>

Equipment: Bob Moore reported that the Berkshire cache trailer is expected to be moved to Berkshire County very soon.

Information Sharing: Phil Tarpey reported that it has been decided to combine the Information Sharing and Interoperability subcommittees. It is felt that since EOPSS has combined the two areas into one investment, and because voice and data communication are more and more crossing over, that the combination of the subcommittees would be an effective approach to projects. Most FFY07 Information Sharing projects are complete. Hampshire College has asked to be included in IMC. This will fall under the FFY07 IMC buildout. Phil and Sue will coordinate with Hampshire College.

Pandemic Flu: Sandra Martin reported that the IRAA one day conferences for CBOs/NGOs have been going well and are well attended. Participants are expressing appreciation for the information provided. Tom Grady attended the one in Berkshire County and noted that Nancy Svirida did an excellent job leading the group exercises. The subcommittee will review available funds and hopes to be able to offer the conference again in the fall.

Fiduciary Report: Sue Brown reported. The deadline set for COOP reimbursement has passed. Approximately 40 towns have completed COOP plans. A completed COOP is a recommendation not a requirement. There is approximately \$52,000 remaining in allocation for COOP plans. Sue asked the Council its desires regarding these funds. General discussion ensued regarding how to encourage municipalities to complete the COOPs. It was felt that the deadline should not be extended.

<p>Motion: Tom Grady moved that the remaining funds originally allocated for COOP plans, be made available for the subcommittees to submit proposals for. David LaFond second. Discussion followed and noted below. Voted unanimously.</p>

Motion discussion - Utilizing the funds in a similar manner as the unobligated NIMS were awarded was suggested. It was also suggested that the funds be considered for PPE supplies in anticipation of the potential flu increase in the fall.

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Motion: Tom Grady moved to direct Sue to send information regarding the balance to all subcommittees' members for them to consider its use. Sandra Martin second. Voted unanimously.

Linda Moriarty reminded the Council of last month's discussion regarding possible forthcoming FFY05 funds, and the proposed appropriation of them to Planning funds for the fiduciary. Due to the projected timeline of the funds, the FRCOG would not be able to utilize them within the time allowed. It was noted at the April meeting, that the FRCOG would like the opportunity to ask for funds from FFY07 to support planning and project development. The Council agreed to hear the proposal in May.

Bob Dean spoke on behalf of the FRCOG and requested a total of \$60,294 from FFY07 for planning/project development. He reviewed the services that the Council is receiving and explained that this amount would cover fiduciary costs through project FFY07 extensions to December 2010. Current FFY06 planning funds will be depleted by the end of August.

The Council asked for recommendations of where the monies could be appropriated from. It was noted that the Hazard Vulnerability Assessment has already been completed with FFY06 funds and a project justification is not being developed for the proposed \$25,000. Sue noted that when the Council sent the funds for Police Mobilization back to the state, \$7,500 of M&A became available to go back into the grant amount. The remaining \$27,794 could come out of NIMS maintenance.

Motion: Bill Perlman moved that \$60,294 of FFY07 funds as previously delineated: \$25,000.00 from Hazard Vulnerability Assessment, \$7,500.00 from returned M&A, and \$27,794 from NIMS Maintenance, be obligated for planning/project development by the FRCOG. Carmen Massimiano second. Voted unanimously.

Kelly noted that as this is planning and since it is within the allowed 7%, EOPSS will allow the obligation.

Sue reminded the Council that she will be on vacation from Thursday, May 28 through Friday June 12.

Old Business: None

New Business: None

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The next meeting of the Western Regional Homeland Security Advisory Council is scheduled for June 16th at 9:30 am at WMEMS, Northampton.

There being no further business Carmen Massimiano moved to adjourn. Russ Sienkiewicz second. Voted unanimously.

Meeting adjourned at 11:13a.m.

Respectfully submitted by
Susan L. Brown
Homeland Security Program Manager
Franklin Regional Council of Governments